

~~SECRET~~

Minutes of First Meeting

DDS&T HISTORICAL BOARD

8 December 1966

1. The Chairman called the meeting to order at 1000. Present were:

25X1A9a [REDACTED] Chairman 25X1A9a
[REDACTED] (Alternate), FMSAC
[REDACTED] (Alternate), OCS
[REDACTED] OEL
[REDACTED] ORD 25X1A9a
[REDACTED] OSA 25X1A9a
[REDACTED] (Alternate), OSA
[REDACTED] OSP
[REDACTED] OSI 25X1A9a

- 25X1A9a 2. [REDACTED] introduced the Executive Secretary and the Members of the Board, and then read a memorandum dated 1 August 1966 from the Executive Director to the Deputy Directors for Intelligence, Science and Technology, and Support which briefly outlined his ideas for historical programs within these Directorates.

- 25X1A9a 3. [REDACTED] then briefly discussed his concept of an historical program for DDS&T. He suggested that there should be a fairly lengthy narrative chronological history for each major component and noted that each DDS&T office had already submitted a brief outline for such a narrative with the names of writers and the possible date of completion.

4. In addition to the narrative history, there will unquestionably be a number of historical monographs or other studies dealing with special activities or operations. These are suggested as separate papers so that the logical flow of the narrative will not be interrupted

~~SECRET~~

~~SECRET~~

by lengthy dissertations on specific activities. It was further noted that the offices have not as yet submitted any program covering this type of historical study.

5. There was considerable discussion in regard to who should write the histories and it was the consensus that:

a. Short papers such as monographs or special studies should be written by on-duty personnel intimately acquainted with the activity, if they are not pressed for time.

b. It was felt that even longer narrative histories could be prepared by on-duty personnel.

25X1A9a

6. [REDACTED] suggested that in some cases it might be necessary to bring back annuitants under contract. Such contracts should be held to an absolute minimum and before any commitments are made, the names of the proposed contractors should be submitted to the Chairman for clearance with the Deputy Director.

7. There was a question in regard to dissemination of the completed histories and [REDACTED] said that due to sensitivity in many areas, only two copies would be required -- one for the DDS&T master catalog of histories, and one for the office of origin. However, offices should make as many copies as they feel necessary to be held against future requirements for further dissemination. 25X1A9a

8. The question of the use of true names arose and the Chairman stated that due to the very limited dissemination, true names should be used.

9. After some discussion as to deadlines, it was agreed that all papers should be in, at least in first draft, by 1 October 1967. The cut-off date for information contained in narrative histories would be 30 December 1966.

10. The Chairman asked that each office submit to him a list of historical monographs and historical studies which would be necessary in addition to the narrative histories. It was finally agreed that each office would submit a program on or before 16 January 1967.

~~SECRET~~

~~SECRET~~

25X1A9a

11. [REDACTED] stated that he was preparing a handbook to guide writers, based on the excellent "Handbook for the Writing of Clandestine Services History," and further stated that he was available at all times to discuss any historical paper.

12. The Chairman adjourned the meeting at 1110.

[REDACTED]

25X1A9a

Executive Secretary
DDS&T Historical Board

~~SECRET~~